

**A MEETING OF THE
LEISURE FACILITIES AND OPEN SPACES COMMITTEE
TO BE HELD ON
MONDAY 6th DECEMBER 2010
IN THE PARISH CENTRE LOCKLEYS DRIVE WELWYN.
COMMENCING AT 7.30PM**

Any member of the electorate is welcome to attend the meeting.

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

3. MINUTES OF THE MEETING HELD ON 11TH OCTOBER 2010.

4. MATTERS ARISING FROM THE MINUTES OF 11TH OCTOBER 2010.

5. CIVIC CENTRE

5.1 Refurbishment programme

- . The stage lighting was replaced week commencing 22nd November 2010 and was completed 29th November 2010.

5.2 Official Opening Ceremony

An official opening ceremony of the newly refurbished Civic Centre is to be held on Saturday 11th December 2010 10am – 2pm.

5.3 Tree Work The large conifer tree on land adjacent to the Civic Centre building is to be removed on Tuesday 7th December 2010. An article has been placed on the web site advising the public.

5.4 Sound System. The sound system at the Civic Centre broke down on Monday 22nd November 2010 during a Zumba Fitness session. The booking fee has been reimbursed and a portable sound system is being used for her sessions. One quotation has been received to replace the sound system attached as

APPENDIX 1

Two further quotations are being sought. A portable microphone will be available for the opening ceremony and use of a portable sound system is being investigated.

5.5 Steps and entrance paving's

A temporary repair is being undertaken to the front entrance steps which have loose pavings. Quotations are being sought to repair the steps and relay the front paving area which is very uneven.

6 NOTICE BOARD AT OAKLANDS

The notice board has been erected and an official opening photo shoot took place on the 8th November 2010.

7 ST MARY'S CHURCH WALL

A meeting was held on the 19TH July 2010, with St. Mary's church representatives, Councillor McLusky, Councillor Blackburn, the Clerk and representatives from the Diocese, to agree the scope of the proposed works. The meeting took place in Church house, to enable site inspections if required. Minutes of a meeting held on the 19th July 2010 were circulated with the Agenda of the meeting held on the 9th August 2010.

St Mary's Parochial Church Council's Architect, following a visual inspection on the day of the meeting, did not agree with the report from the Parish Council's structural engineer, that sections of the wall require rebuilding. The Parochial Church Council also advised that Listed Building

consent from Welwyn Hatfield Borough Council (WHBC) is also not required. Following discussion, St Mary's Parochial Church Council agreed to fund investigation and report work by their own Architect to establish what work is required to the church walls. The Parochial Church Council also agreed to fund the submission to the Diocese of an application for permission to conduct the necessary work. The church's Architect has been given copies of all professional reports received to date by the Council. No further correspondence has been received.

8. ST MARY'S CLOSED CHURCH YARD

A tree survey was undertaken of trees in the closed churchyard, to update the original survey which was undertaken in 1998. Original survey attached as **APPENDIX 2**

A quotation to complete the tree work was obtained and circulated with the Agenda of the meeting held on the 11th October 2010.

The trees are in a conservation area and require planning permission prior to the commencement of any work. Welwyn Hatfield Borough Council (WHBC) Tree Officer's report attached as

APPENDIX 3

Quotations are being sought for the revised works from three contractors.

9 PARISH PLANTERS

Welwyn Hatfield Borough Council (WHBC) is currently looking into the possibility of installing 3 planters in agreed locations within the parish of Welwyn. The Parish Council would then be responsible for filling with soil and planting them each year. Correspondence was circulated with the Agenda of the meeting held on the 11th October 2010.

WHBC advised the planters would be approximately 1500mm (width) x 550mm (height) in size and would be made of the same composite material and be the same colour as the litter bins located around the district. Location of each planter will be decided between the Parish and the District to be agreed by HCC regarding any highway issues.

10 WELWYN & DISTRICT BOWLS CLUB RENT REVIEW

At the Leisure Facilities and Open Spaces Committee meeting held on the 9th August 2010 the following resolution was agreed

"that

1. an annual rental of £ 3,200 for the years 2010 – 2014, with a review every five years as stated in the lease agreement.
2. the Welwyn and District Bowls Club be invited to apply for a grant towards the annual rent".

A letter was received from Welwyn and District Bowls Club dated 1st September 2010 and a copy was delivered to all Councillors. This was included on the Agenda as Appendix 8.

A response was sent to Welwyn and District Bowls Club, following consultation with the Chairman, copy was circulated with the Agenda as Appendix 9.

A further letter was received from Welwyn and District Bowls Club, a copy of which was delivered to all Councillors and was attached to the Agenda as Appendix 10. In accordance with the lease agreement the Council sought independent advice on the level of rent to be charged. The Council agreed to consider offering the Bowls Club grant aid towards this sum. The Bowls Club however do not accept this valuation as detailed above.

As a mutually acceptable agreement of the rent to be charged cannot be agreed, then in compliance with the lease, the Committee agreed a further independent valuation be sought.

A letter was sent to the Bowls Club suggesting two local firms recommended by RICS. Welwyn and District Bowls Club advised an arbitrator would be required. RICS were contacted and a fee paid to appoint an arbitrator. The Bowls were advised this process had been put in place. On the 1st November an email was received from the Chairman of the Welwyn and District Bowls Club which read "***You will of course have noted that this cannot proceed without our consent which we have not given***".

Following consultation with the Chairman Councillor Blackburn and the Chairman of Leisure Facilities and Open Spaces Committee Councillor McLusky, the Council's solicitors were requested to review the lease. Their response is attached as **APPENDIX 4**

Following this advise a letter was sent to the Welwyn and District Bowls Club **APPENDIX 5**

A further letter was received from the Welwyn and District Bowls Club on the 15th November 2010. Copy attached as **APPENDIX 6**

The Council's response to the letter received on the 15th November 2010 attached as **APPENDIX 7**

11. SPORTS AND SOCIAL CLUB RENT REVIEW

The Sports and Social Club rent review for the period 1st April 2010 – 31st March 2015 in accordance with the lease is increased by inflation . A copy of the retail price index attached as

APPENDIX 8

Using the inflation figure for April 2005 – 2010 the rent to be increased to £ 1,259 per annum for the period 1st April 2010 – 31st March 2015

12 WELWYN ALLOTMENTS ASSOCIATION (WAA)

12.2 Welwyn Allotment Association request a sign be erected at the entrance to the allotment site from half way down Lockleys Drive to read '**Allotment Plot Holders Only**'. A sign 450 x 600mm would cost £ 100.30 Report from Councillor Colpitts.

12.2 The WAA have requested larger skips be provided. Current skip cost approximately £180. A larger skip capable of fitting through the allotment gate would cost approximately £ 275.

13 PROPOSED RE-SURFACING OF THE OTTWAY WALK CAR PARK

St Mary's School Governing Body have requested the Council consider resurfacing the overflow car park in Ottway Walk to the same width as the existing car park and also to consider surfacing the basket ball area for use during school drop off and pick up times.

The School are undertaking remedial works within the school site to provide further parking for staff and for parents to drop children off in the morning however this will not solve the problems being experienced at each end of the school day.

Parents are also parking vehicles adjacent to the school in Ottway Walk from opposite the Sports and Social Club to the emergency entrance of the school. This is on Council owned land and the school request the Council consider installing double yellow lines to prevent any parking in this area.

The School are also holding talks with WHBC to request yellow lines are installed on the public highway section of Ottway Walk.

14 KICKWALL AREA- OTTWAY WALK PLAYING FIELDS

The Head Groundsman has reported surfacing problems in a semi circle area in front of the kick wall and request the Committee consider installing safety surfacing in this area at a cost of £ 1,842.50

Quotation attached as **APPENDIX 9**

15 DANESBURY PARK

Unsafe access from Danesbury Park Road onto the nature reserve.
Report by the Chairman, Councillor McLusky

16. CLOSE OF MEETING.